

**DIVISION OF RECYCLING
CERTIFICATION SERVICES BRANCH
RECYCLING SPECIALIST
JOB OPPORTUNITY BULLETIN
HR 200 # 5-037**

Candidates with list eligibility or those who can lateral into the RS I/II classification are encouraged to apply.

Recycling Specialist I/II – Permanent, Full time – (\$3,067-\$4,417, \$4,327-\$5,259), Conservation, Division of Recycling, Certification Services Branch, MS 15-59, 801 K Street, Sacramento, CA 95814.

The Certification Services Branch is recruiting for a Recycling Specialist I/II to conduct operational inspections of recycling centers and processors throughout California. The incumbent will primarily be responsible for Northern California, the Bay Area and Central Valley. The Recycling Specialist I/II will issue warnings and tickets for violations of statute and regulations. The Recycling Specialist I/II will train/assist operators and attendants regarding beverage container recycling program requirements. Personal computers, both in the office and in the field, are used to research facility data, and to update inspection database files and tables. This position requires interaction and coordination with other Division branches.

Desirable Qualifications:

- Excellent communications skills both verbally and in writing.
- Experience interpreting statute and regulations.
- Experience with Microsoft Access, Word and Outlook.
- Bilingual skills helpful.
- Ability to travel overnight and on weekends, a minimum of 60% annually.
- Strong interpersonal skills. Team Player.

Please submit applications/resume to:

Department of Conservation
Division of Recycling
801 K Street, MS 19-01
Sacramento, CA 95814

Attention: Divina Cadiz